

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 1: Administration

Subgrant Recipient

Organization Name: Sumter County Board of Commissioners

County: Sumter

Chief Official

Name: Doug Gilpin

Title: Chairman

Address: 910 North Main Street

City: Bushnell

State: FL **Zip:** 33513

Phone: 352-793-0200 **Ext:**

Fax: 352-793-0207

Email: doug.gilpin@sumtercountyfl.gov

Chief Financial Officer

Name: Gloria Hayward

Title: Chief Financial Officer

Address: 209 North Florida Street

City: Bushnell

State: FL **Zip:** 33513

Phone: 352-793-0215 **Ext:**

Fax:

Email: sumterclerk@sumterclerk.com

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Section 1: Administration

Implementing Agency

Organization Name: Sumter County Sheriffs Office

County: Sumter

Chief Official

Name: William Farmer

Title: Sheriff

Address: 219 East Anderson Avenue

City: Bushnell

State: FL **Zip:** 33513

Phone: 352-793-0225 **Ext:** 2727

Fax:

Email: sheriff@sumtercountysheriff.org

Project Director

Name: Juliane Day

Title: Sergeant

Address: 219 East Anderson Avenue

City: Bushnell

State: FL **Zip:** 33513

Phone: 352-793-0225 **Ext:** 7

Fax:

Email: jday@sumtercountysheriff.org

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Section 2: Project Overview

General Project Information

Project Title: SUMTER COUNTY DRUG TASK FORCE V
Subgrant Recipient: Sumter County Board of Commissioners
Implementing Agency: Sumter County Sheriffs Office
Project Start Date: 10/1/2010 **End Date:** 9/30/2011

Problem Identification

Sumter County is located in west central Florida, north of Tampa, and west of Orlando. The County is largely rural with Bushnell (the county seat), Wildwood, Center Hill, Coleman, Webster, Lake Panasoffkee, Sumterville and the fast encroachment of The Villages serving as the areas of population concentration. The county is 561 sq. miles in size, with a population of approximately 85,000.

There are three major roadways, Interstate 75, the Florida's Turnpike, and US Highway 301 providing access to Sumter County. In addition, there are a number of heavily traveled highways both within and near the county borders. These roadways serve as relatively easy connections to many other thoroughfares which provide many opportunities for the importation and sale of illegal drugs. The rural nature of Sumter County and the location of the county provides easy access to the gulf coast as well as new expanding areas of development have increased the availability of drugs, such as marijuana, cocaine, and methamphetamine. These factors provide many opportunities for drug trafficking, manufacture, transportation, and eventual, sale of drugs within Sumter County. This was the original problem to be solved with grant funding and still continues to be a problem that the Drug Task Force works to eliminate.

With the significant population growth that occurs in the county there has been a continuous rise not only in drug crimes, but also in related burglaries, thefts, assaults, and other crimes. The population of Sumter County continues to increase dramatically due to retirees and workers moving in, with industry and commerce also growing correspondingly. This exponential growth will create more opportunities for drug trafficking and more problems for law enforcement as well as residents, if efforts to curb it are not continued. In addition, with drug funds being one of the primary mechanisms used to finance terrorist activities, the potential for money laundering and use of drug-related funds for these activities rises. With the relatively central and strategic location of

Sumter County near to the coast, on many heavily traveled thoroughfares and immediately north of the Tampa metropolitan area, drug smuggling/importation is of great concern. Only with the assistance of JAG Program funding can the Sumter County Task Force continue to operate effectively. Because of this rapid growth in both population and crime, it is vitally important to continue with the work of the Drug Task Force.

The Task Force was instituted by the Sumter County Sheriff's Office, with the cooperation and membership of the police departments within the county. Due to the number of small cities within the county this means that local police departments have significantly less manpower available to provide officers who can work full time on the Task Force, as compared to larger cities in other counties. Therefore, the Sumter County Sheriff's Office has provided the full time staff for the Task Force, while the smaller police departments contribute officers on a part time and on an asneeded basis. The State Attorneys Office, FDLE, DEA, and other agencies are also actively

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involved in investigations at various times, depending on need. The Sumter County Drug Task Force is comprised of the Sheriff's Office, the five local police departments in the county and the State Attorney's Office. The Task Force has an official agreement, in accordance with program requirements, and is organized with the Chief

Executive Officer (or representative) of each agency serving on the Task Force Board. This Board meets periodically to discuss local problems and make recommendations involving current and potential Task Force activities. The Sumter County Sheriff's Office currently has five full time sworn employees working together on the Drug Task Force.

Sumter County Task Force efforts are vital to curbing drug trafficking, not only in Sumter County, but also Florida.

Project Summary

Since inception, the main focus of the Sumter County Drug Task Force has traditionally been to identify mid and upper level drug traffickers. In Sumter County this has been extremely difficult due to the rural nature and tight knit drug network within the area. Task Force members have needed, out of necessity, to develop special operational methods for the county, therefore they frequently use street level investigative connections to lead to the mid to upper level manufacturers, importers, sellers, etc. Through several recent investigations the Task Force was successful in infiltrating area networks, leading to the arrest of a number of mid and upper level drug dealers involved in cocaine, marijuana and methamphetamine importation and sales. With the rural nature and size of the county, it is often necessary to bring in undercover officers from surrounding counties (OPS workers) to initiate narcotics transactions, due to the fact that dealers in the area quickly come to recognize and know the local officers. Undercover operatives gather important intelligence to be included in the drug database. Confidential Informants also provide information for Task Force Members to use in investigations, frequently identifying investigative targets. The development of information on one individual, with careful analysis and processing, has provided links to the higher-level traffickers and dealers. Since the establishment of the Drug Task Force, many sellers have been arrested more than once, with a number of these eventually going to prison as habitual offenders. Some offenders have been taken to Federal Court, which has more stringent punishments. This means that mid to higher-level importers and traffickers must make special efforts to find new workers and Task Force investigators need to seek individuals who will pass the information to undercover operatives and help to establish case information for analysis and future use. Sumter County Task Force members and OPS workers conduct investigations using many varied investigative techniques. Buy-bust, reverse stings and drug-related activities lead to information about potential importers, manufacturers, dealers and networks. When information is carefully analyzed, it can provide new evidence to solve cases that seemed impossible in the past. Specialized equipment, such as miniature cameras and recording devices are necessary to film and record activities as they take place and provide documented evidence for prosecution. As undercover drug deals are made, warrants are obtained for arrests of the offenders and, at a set time, "drug sweeps" are conducted to serve the warrants throughout the county, with the assistance of local police officers to arrest individuals with outstanding warrants.

The population growth and the influx of many new transient workers significantly correlates with the rise in drug related crimes being committed. The Drug Task Force needs to continue operations to keep the established momentum necessary to compete

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with the rise in drug related crimes.

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Section 2: Project Overview

Section Questions:

Question: Does the Subgrantee receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: No

Question: Does the Implementing Agency receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: No

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Section 3: Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 005 - Drug Treatment Programs

State Purpose Area: A - State/Local Initiatives - Coordinate/Organize Local Initiatives/State Initiatives

Activity Description

Activity: Law Enforcement
Target Group: Drug Offenders
Geographic Area: Rural
Location Type: Sheriff Office

Objectives and Measures

Objective: 58.A.SI - Number of existing local initiatives

Measure: Part 1

Will this grant continue a local initiative that was begun with any other funding source, including a prior year's grant?

Goal: Yes

State Purpose Area: E - Equipment Supplies - Purchase Equipment/Supplies

Activity Description

Activity: Equipment and Supplies
Target Group: Equipment and Supplies
Geographic Area: Rural
Location Type: Sheriff Office

Objectives and Measures

Objective: 25.E.SI - Amount of funds expended on equipment and/or supplies

Measure: Part 1

Amount of funds to be expended to purchase equipment and/or supplies

Goal: 15,000.00

Objective: 28.E.SI - Percent of staff who reported a desired change in job performance or in program quality as a result of equipment or supplies purchased by JAG funds

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Section 3: Performance

- Measure: Part 2
Number of staff who will report a desired change in job performance as a result of equipment and/or supplies purchased with JAG funds
Goal: 5
- Measure: Part 3
Number of staff who will report a desired change in program quality as a result of equipment and/or supplies purchased by JAG funds
Goal: 5
- Measure: Part 1
Number of staff to directly benefit from equipment and/or supplies as a result of JAG funds
Goal: 5
- Measure: Part 4
Explain the anticipated impact on job performance during the grant period
Goal: The equipment purchase will enhance the quality of evidence the Drug Task Force will collect. Positive identification will be made on the increase picture and audio clarity that is collected by the equipment purchased. The Deputies will be able to clear cases quicker and move on to new cases.
- Objective:** 52.E.SI - Number of equipment items purchased with JAG funds by type of equipment
- Measure: Part 1
How many weapons will be purchased?
Goal: 0
- Measure: Part 2
How many pieces of equipment for police cruisers will be purchased?
Goal: 0
- Measure: Part 3
How many uniforms will be purchased?
Goal: 0
- Measure: Part 4
How many Computer Automated Dispatch (CAD) systems will be purchased?
Goal: 0
- Measure: Part 5
How many Records Management Systems (RMS) will be purchased?

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Section 3: Performance

Goal: 0

Measure: Part 6

How many pieces of software will be purchased?

Goal: 0

Measure: Part 7

How many computers will be purchased?

Goal: 0

Measure: Part 8

How many pieces of mobile access equipment (ex. aircards for Verizon, Spring, AT&T, etc.) will be purchased?

Goal: 0

Measure: Part 9

How many security systems (station or evidence room) will be purchased?

Goal: 0

Measure: Part 10

How many pieces of biometric equipment (Livescans, fingerprint readers, etc.) will be purchased?

Goal: 0

Measure: Part 11

How many in-car camera systems will be purchased?

Goal: 3

Measure: Part 12

How many pieces of video observation equipment (station, community, pole cams, etc.) will be purchased?

Goal: 0

Measure: Part 13

How many pieces of undercover surveillance equipment (microphones, video, etc.) will be purchased?

Goal: 7

Measure: Part 14

How many license plate readers will be purchased?

Goal: 0

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Section 3: Performance

Measure: Part 15
How many kiosk units for community access or registration will be purchased?

Goal: 0

Measure: Part 16
How many other pieces of equipment will be purchased?

Goal: 1

Measure: Part 17
How many vehicles will be purchased?

Goal: 0

Measure: Part 18
How many radios will be purchased?

Goal: 0

State Purpose Area: F - Contractual Support - Purchase Contractual Support

Activity Description

Activity: Contractual Support
Target Group: Contractual Support
Geographic Area: Rural
Location Type: Sheriff Office

Objectives and Measures

Objective: 29.F.SI - Number of contractual support hours paid with JAG funds

Measure: Part 1
Number of hours to be paid with JAG funds for contractual support

Goal: 100

Objective: 30.F.SI - Number of departments that report a desired change in efficiency or in program quality

Measure: Part 1
Number of departments to receive contractual support with JAG funds

Goal: 6

Measure: Part 2
Number of departments that will report a desired change in efficiency as a

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- result of JAG funds
- Goal: 1
- Measure: Part 3
Number of departments that will report a desired change in program quality
- Goal: 1
- Measure: Part 4
Describe the anticipated change in efficiency during the grant period
- Goal: The equipment and funds utilized in this grant will allow the deputies to have the time to dedicate to the time critical cases.
- Measure: Part 5
Describe the anticipated impact on program quality during the grant period
- Goal: Technology is always changes things to enhance the Drug Task Force program quality. The equipment is state of the art and will assist the team in all cases.
- Objective:** 54.F.SI - Types of contractual support paid with JAG funds
- Measure: Part 1
Indicate the types of contractual support to be paid with JAG funds during the reporting period
- Goal: The contractual support will be paid to confidential informants for information. The funds will be used to pay confidential informants to assist in drug buys and reverse sting operations

State Purpose Area: TF - Projects that involve a formal agreement between two or more agencies to cooperate in addressing a specific type of crime, typically drug enforcement, gang enforcement, or violent crime enforcement

Activity Description

Activity: Task Force
Target Group: Task Force
Geographic Area: Rural
Location Type: Sheriff Office

Objectives and Measures

Objective: 64.TF - Number of new investigations initiated

Measure: Part 1
How many new investigations will be initiated during the grant period?

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Section 3: Performance

Goal: 1100

Objective: 65.TF - Number of judicial search warrants served

Measure: Part 1

How many federal judicial search warrants will be served during the grant period?

Goal: 1

Measure: Part 2

How many state judicial search warrants will be served during the grant period?

Goal: 16

Objective: 66.TF - Total number of individuals (including gang members) arrested based on task force activity during the reporting period

Measure: Part 1

How many individuals (including gang members) will be arrested for felonies based on task force activity during the grant period?

Goal: 275

Measure: Part 2

How many individuals (including gang members) will be arrested for misdemeanors based on task force activity during the grant period?

Goal: 50

Objective: 67.TF - Total number of GANG MEMBERS ONLY arrested based on task force activity during the reporting period

Measure: Part 1

How many gang members will be arrested for felonies based on task force activity during the grant period?

Goal: 10

Measure: Part 2

How many gang members will be arrested for misdemeanors based on task force activity during the grant period?

Goal: 3

Objective: 68.TF - Drug amounts seized in kilograms (KG) during the reporting period. Remember that 1000g = 1 kg. Answer should be provided in kg.

Measure: Part 1

How many kilograms of heroin will be seized during the grant period?

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Goal: 0

Measure: Part 2

How many kilograms of Cocaine (powder) will be seized during the grant period?

Goal: 1

Measure: Part 3

How many kilograms of crack cocaine will be seized during the grant period?

Goal: .25

Measure: Part 4

How many kilograms of commercial-grade marijuana will be seized during the grant period?

Goal: 10

Measure: Part 5

How many kilograms of hydroponic marijuana will be seized during the grant period?

Goal: 20

Measure: Part 6

How many kilograms of methamphetamine will be seized during the grant period?

Goal: .25

Measure: Part 7

How many kilograms of methamphetamine ice will be seized during the grant period?

Goal: .25

Measure: Part 8

How many kilograms of Ecstasy (MDMA) will be seized during the grant period?

Goal: 0

Measure: Part 9

How many kilograms of other drugs will be seized during the grant period?

Goal: 0

Objective: 69.TF - Drug amounts, in kilograms (kg), seized in clandestine drug labs during the reporting period. Remember that 1000g = 1kg. Answer should be reported in kg.

Measure: Part 1

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How many kilograms of heroin will be seized in clandestine drug labs during the grant period?
Goal: 0

Measure: Part 2
How many kilograms of cocaine (powder) will be seized in clandestine drug labs during the grant period?
Goal: 0

Measure: Part 3
How many kilograms of crack cocaine will be seized in clandestine drug labs during the grant period?
Goal: 0

Measure: Part 4
How many kilograms of commercial-grade marijuana will be seized in clandestine drug labs during the grant period?
Goal: 10

Measure: Part 5
How many kilograms of hydroponic marijuana will be seized in clandestine drug labs during the grant period?
Goal: 20

Measure: Part 6
How many kilograms of methamphetamine will be seized in clandestine drug labs during the grant period?
Goal: 0

Measure: Part 7
How many kilograms of methamphetamine ice will be seized in clandestine drug labs during the grant period?
Goal: 0

Measure: Part 8
How many kilograms of Ecstasy (MDMA) will be seized in clandestine drug labs during the grant period?
Goal: 0

Measure: Part 9
How many kilograms of other drugs will be seized in clandestine drug labs during the grant period?

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Section 3: Performance

Goal: 0

Objective: 70.TF - Other Seizures

Measure: Part 1

How many indoor cannabis-growing operations will be seized during the grant period?

Goal: 4

Measure: Part 2

How many outdoor cannabis-growing operations will be seized during the grant period?

Goal: 0

Measure: Part 3

How many cultivated marijuana plants will be seized during the grant period?

Goal: 150

Objective: 71.TF - Number of firearms seized during the reporting period

Measure: Part 1

How many firearms will be seized during the grant period?

Goal: 5

Measure: Part 2

How many of the firearms seized during the grant period will be reported to NIBIN?

Goal: 5

Measure: Part 3

How many hits will result from seized firearms reported to NIBIN during the grant period?

Goal: 5

Objective: 72.TF - Number of Federal forfeiture cases filed during the reporting period

Measure: Part 1

How many Federal forfeiture cases will be filed during the grant period?

Goal: 2

Objective: 73.TF - Value of assets forfeited under Federal cases during the reporting period

Measure: Part 1

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What will be the dollar value of real property forfeited under Federal cases during the grant period?

Goal: 0

Measure: Part 2

How much cash will be forfeited under Federal cases during the grant period?

Goal: 0

Measure: Part 3

What will be the dollar value of other property (vehicles, weapons, jewelry, etc.) forfeited under Federal cases during the grant period?

Goal: 0

Objective: 74.TF - Number of State forfeiture cases filed during the reporting period

Measure: Part 1

How many State forfeiture cases will be filed during the grant period?

Goal: 5

Objective: 75.TF - Value of assets forfeited under State cases during the reporting period

Measure: Part 1

What will be the dollar value of real property forfeited under State cases during the grant period?

Goal: 0

Measure: Part 2

How much cash will be forfeited under State cases during the grant period?

Goal: 0

Measure: Part 3

What will be the dollar value of other property (vehicles, weapons, jewelry, etc.) forfeited under State cases during the grant period?

Goal: 0

Objective: 76.TF - Number of defendants accepted for Federal prosecution during the reporting period

Measure: Part 1

How many defendants will be accepted for Federal prosecution on felony charges during the grant period?

Goal: 4

Measure: Part 2

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How many defendants will be accepted for Federal prosecution on misdemeanor charges during the grant period?
Goal: 0

Objective: 77.TF - Number of defendants accepted for State prosecution during the reporting period

Measure: Part 1

How many defendants will be accepted for State prosecution on felony charges during the grant period?
Goal: 250

Measure: Part 2

How many defendants will be accepted for State prosecution on misdemeanor charges during the grant period?
Goal: 20

Objective: 78.TF - Number of gangs disrupted during the reporting period

Measure: Part 1

How many drug trafficking or other street gang organizations will be disrupted during the grant period?
Goal: 4

Measure: Part 2

How many trafficking or other entrepreneurial gangs will be disrupted during the grant period?
Goal: 2

Objective: 79.TF - Number of gangs dismantled during the reporting period

Measure: Part 1

How many drug trafficking or other street gang organizations will be dismantled during the grant period?
Goal: 2

Measure: Part 2

How many trafficking or other entrepreneurial gangs will be dismantled during the grant period?
Goal: 2

Objective: 80.TF - Number of drug trafficking organizations and money laundering organizations disrupted

Measure: Part 1

How many drug trafficking organizations will be disrupted during the grant period?

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Goal: 2

Measure: Part 2

How many money laundering organizations will be disrupted during the grant period?

Goal: 0

Objective: 81.TF - Number of drug trafficking organizations and money laundering organizations dismantled

Measure: Part 1

How many drug trafficking organizations will be dismantled during the grant period?

Goal: 2

Measure: Part 2

How many money laundering organizations will be dismantled during the grant period?

Goal: 0

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Section Questions:

Question: If "other" was selected for the geographic area, please describe.

Answer: Not Applicable

Question: If "other" was selected for location type, please describe.

Answer: Not Applicable

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Section 4: Financial

General Financial Info:

Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000865

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$31,000.00	\$0.00	\$31,000.00
Expenses	\$39,212.00	\$0.00	\$39,212.00
Operating Capital Outlay	\$15,000.00	\$0.00	\$15,000.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$85,212.00	\$0.00	\$85,212.00
Percentage	100.0	0.0	100.0

Project Generated Income:

Will the project earn project generated income (PGI) ? Yes

PGI Reporting Frequency : Quarterly

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Section 4: Financial (cont.)

Budget Narrative:

Contractual Services: \$31,000.00

Funds in this category will pay for OPS workers to assist in approximately 375 drug buys and other Task Force investigative activities throughout the County. Confidential funds will include purchasing of an estimated 1500 grams of illegal activities.

Expenses Category: \$39,212.00

The Program Operations line item covers cost related to the Task Force operations such as; offsite location rental and utilities, maintenance and cleaning of the rental location and the office site; hotel room rentals for reverse sting operations, communication equipment and operations (radio, phones, cell phones & computer connectivity), office supplies (paper, pens, tape, staples, etc.), Office Equipment and repairs of equipment (copier, fax, and printer), Drug Task Force operation needs (e.g. drug kits and supplies, undercover disguise items (for person or vehicle), video and audio tapes, compact disc, batteries, film and developing fees. Repair and maintenance of undercover vehicle (including painting of undercover car to disguise a vehicle that has been used previously). Planning and evaluation fees for the grant management and collection of Task Force data. Training fees for members of the drug task force unit for related drug enforcement courses.

Capital Outlay: \$15,000.00

Funds in this category will be used to purchase equipment that will enhance the covert undercover efforts of the Drug Task Force. These enhancements will be used during the buys, reverse buys and surveillance operations. The following is examples of the equipment that will be purchased. Majority of these items will be purchased as part of a bundle order which will justify the threshold amount; Digital Video Camera (\$2,000), Video/Audio Transmitters (\$1,200), Video/Audio Receivers (\$3,000), Electronic media devices; Button Camera (\$2,800), Infrared Camera (\$2,800), Pen Camera (2,800). LION Batteries and DVR electronic device (\$400).

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Section 4: Financial

Section Questions:

Question: If salaries and benefits are included in the budget as actual costs for staff in the implementing agency, is there a net personnel increase, or a continued net personnel increase from the previous Byrne program?

Answer: Not applicable

Question: If benefits are to be included, are they reflected in the budget narrative?

Answer: Not Applicable

Question: Indicate the Operating Capital Outlay threshold established by the subgrantee or implementing agency, if it is the sheriff's office.

Answer: \$1,000.00

Question: If indirect cost is included in the budget, indicate the basis for the plan (e.g. percent of salaries and benefits), and provide documentation of the appropriate approval of this plan.

Answer: Not Applicable

Question: If the budget includes services based on unit costs, provide a definition and cost for each service as part of the budget narrative for contractual services. Include the basis for the unit costs and how recently the basis was established or updated.

Answer: Not Applicable

Standard Conditions

Conditions of agreement requiring compliance by units of local government (subgrant recipients), implementing agencies, and state agencies upon signed acceptance of the subgrant award appear in this section. Upon approval of this subgrant, the approved application and the following terms of conditions will become binding. Failure to comply with provisions of this agreement will result in required corrective action up to and including project costs being disallowed and termination of the project, as specified in item 17 of this section.

1. **All Subgrant Recipients must comply with the financial and administrative requirements set forth in the current edition of the U.S. Department of Justice, Office of Justice Programs (OJP) Financial Guide (Financial Guide) (<http://www.ojp.usdoj.gov/financialguide/index.htm>) and the Edward Byrne Memorial Justice Assistance Grant (JAG) program guidance (<http://www.ojp.usdoj.gov/BJA/grant/jag.html>) as well as Federal statutes, regulations, policies, guidelines and requirements and Florida laws and regulations including but not limited to:**
 - Florida Administrative Code, Chapter 11D-9, "Edward Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program": <https://www.flrules.org/>
 - Office of Management and Budget (OMB) Circulars: <http://www.whitehouse.gov/omb/circulars>
 - A-21 (2 CFR 220), "Cost Principles for Educational Institutions"
 - A-87 (2 CFR 225), "Cost Principles for State, Local and Indian Tribal Governments"
 - A-102, "Grants and Cooperative Agreements with State and Local Governments"
 - A-110 (2 CFR 215), "Uniform Administrative Requirements for Grants and Cooperative Agreements"
 - A-122 (2 CFR 230), "Cost Principles for Non-Profit Organizations"
 - A-133, "Audits of States, Local Governments, and Non-Profit Organizations"
 - Code of Federal Regulations: <http://www.gpoaccess.gov/cfr/index.html>
 - 28 CFR 38, "Equal Treatment for Faith-Based Organizations"
 - 28 CFR 66, "U.S. Department of Justice Common Rule for State And Local Governments" (Common Rule)
 - 28 CFR 83, "Government-Wide Requirements for Drug-Free Workplace (Grants)"
 - 28 CFR 18, 22, 23, 30, 35, 42, 61, and 63
 - Public Law 109-162, Title XI—Department of Justice Reauthorization, Subtitle B—Improving the Department of Justice's Grant Programs, Chapter 1—Assisting Law Enforcement and Criminal Justice Agencies, Sec. 1111. Merger of Byrne Grant Program and Local Law Enforcement Block Grant Program: <http://www.ojp.usdoj.gov/BJA/grant/jag.html>
 - United States Code: <http://www.gpoaccess.gov/uscode/index.html>
 - 42 U.S.C. 3711 et seq., "Omnibus Crime Control and Safe Streets Act of 1968"
2. **Allowable Costs**
 - a. Allowance for costs incurred under the subgrant shall be determined according to the general principles and standards for selected cost items set forth in the Office of Justice Programs Financial Guide, U.S. Department of Justice Common Rule for State And Local Governments and federal OMB Circular A-87, "Cost Principles for State, Local and Indian Tribal Governments," or OMB Circular A-21, "Cost Principles for Educational Institutions."
 - b. All procedures employed in the use of federal funds for any procurement shall be according

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to U.S. Department of Justice Common Rule for State and Local Governments, or OMB Circular A-110, or OMB Circular A-102, and Florida law to be eligible for reimbursement.

3. Reports

a. Project Performance Reports

- (1) **Reporting Time Frames:** The subgrant recipient shall submit Quarterly Project Performance Reports to the Florida Department of Law Enforcement, hereafter known as the Department, within 15 days after the end of the reporting period. In addition, if the subgrant award period is extended beyond the "original" project period, additional Quarterly Project Performance Reports shall be submitted.

Failure to submit Quarterly Performance Reports that are complete, accurate, and timely may result in sanctions, as specified in item 17, Performance of Agreement Provisions.

- (2) **Report Contents:** Performance reports must include a response to all objectives included in your subgrant. A detailed response is required in the narrative portion for yes/no performance objectives. The narrative must also reflect on accomplishments for the quarter and identify problems with project implementation and address actions being taken to resolve the problems.

b. Financial Reports

(1) Project Expenditure Reports

- (a) The subgrant recipient shall have a choice of submitting either a Monthly or a Quarterly Project Expenditure Report to the Department. Project Expenditure Reports are due thirty-one (31) days after the end of the reporting period. In addition, if the subgrant award period is extended, additional Project Expenditure Reports shall be submitted. Project Expenditure Reports for grants made under the Recovery Act must be submitted monthly. See the Recovery Act Conditions for additional information.
- (b) All project expenditures for reimbursement of subgrant recipient costs shall be submitted on the Project Expenditure Report Forms prescribed and provided by the Office of Criminal Justice Grants (OCJG) through the Subgrant Information Management ON-line (SIMON) system.
- (c) All Project Expenditure Reports shall be submitted in sufficient detail for proper pre-audit and post-audit.
- (d) Before the "final" Project Expenditure Report will be processed, the subgrant recipient must submit to the Department all outstanding project reports and must have satisfied all special conditions. Failure to comply with the above provisions shall result in forfeiture of reimbursement.

- (e) Reports are to be submitted even when no reimbursement is being requested.

- (2) The Financial Closeout Documentation shall be submitted to the Department within forty-five (45) days of the subgrant termination date.

- (3) If applicable, the subgrant recipient shall submit Quarterly Project Generated Income Reports to the Department within 31 days after the end of the reporting period covering subgrant project generated income and expenditures during the previous quarter. If any PGI remains unspent after the subgrant ends, the subgrant recipient must continue

submitting quarterly PGI reports until all funds are expended. (See Item 10, Program Income.)

c. **Other Reports**

The recipient shall report to the Uniform Crime Report and other reports as may be reasonably required by the Department.

4. Fiscal Control and Fund Accounting Procedures

- a. The subgrant recipient shall establish fiscal control and fund accounting procedures that assure proper disbursement and accounting of subgrant funds and required non-federal expenditures. All funds spent on this project shall be disbursed according to provisions of the project budget as approved by the Department.
- b. All expenditures and cost accounting of funds shall conform to the Office of Justice Programs Financial Guide, the Common Rule, and OMB Circulars A-21, A-87, and A-110, or A-102 as applicable, in their entirety.
- c. All funds not spent according to this agreement shall be subject to repayment by the subgrant recipient.

5. Payment Contingent on Appropriation and Available Funds

The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the Florida Legislature. Furthermore, the obligation of the State of Florida to reimburse subgrant recipients for incurred costs is subject to available federal funds.

6. Obligation of Subgrant Recipient Funds

Subgrant funds shall not under any circumstances be obligated prior to the effective date or subsequent to the termination date of the subgrant period. Only project costs incurred on or after the effective date and on or prior to the termination date of the subgrant recipient's project are eligible for reimbursement.

7. Advance Funding

Advance funding shall be provided to a subgrant recipient upon a written request to the Department.

8. Trust Funds

- a. The unit of local government must establish a trust fund in which to deposit JAG funds. The trust fund may or may not be an interest bearing account.
- b. The account may earn interest, but any earned interest must be used for program purposes and expended before the subgrant end date. Any unexpended interest remaining at the end of the subgrant period must be submitted to the Office of Criminal Justice Grants for transmittal to the Bureau of Justice Assistance.

9. Travel and Training

The cost of all travel shall be reimbursed according to the subgrant recipient's written travel policy. If the subgrant recipient does not have a written travel policy, cost of all travel will be reimbursed according to § 112.061, Fla. Stat.

10. Program Income (also known as Project Generated Income)

- a. All income generated as a direct result of a subgrant project shall be deemed program income.
- b. Any project that will potentially earn PGI must submit an Earnings and Expenditures Report to report how much PGI was earned during each quarter. A report must be submitted each quarter even if no PGI was earned or expended.
- c. PGI expenditures require prior written approval from the Office of Criminal Justice Grants. Program income must be used for the purposes of and under the conditions applicable to the award. If the cost is allowable under the Federal grant program, then the cost would be allowable using program income.
- d. Program income should be used as earned and expended as soon as possible. Any unexpended PGI remaining at the end of the Federal grant period must be submitted to the Office of Criminal Justice Grants for transmittal to the Bureau of Justice Assistance.

11. Approval of Consultant Contracts

The Department shall review and approve in writing all consultant contracts prior to employment of a consultant when the consultant's rate exceeds \$450 (excluding travel and subsistence costs) for an eight-hour day. Approval shall be based upon the contract's compliance with requirements found in the Financial Guide, the Common Rule, and in applicable state statutes. The Department's approval of the subgrant recipient agreement does not constitute approval of consultant contracts. If consultants are hired through a competitive bidding process (not sole source), the \$450 threshold does not apply.

12. Property Accountability

- a. The subgrant recipient agrees to use all non-expendable property for criminal justice purposes during its useful life or dispose of it pursuant to § 274, Fla. Stat.
- b. The subgrant recipient shall establish and administer a system to protect, preserve, use, maintain and dispose of any property furnished to it by the Department or purchased pursuant to this agreement according to federal property management standards set forth in the Office of Justice Programs Financial Guide, U.S. Department of Justice Common Rule for State and Local Governments or the federal OMB Circular A-110 or A-102, as applicable. This obligation continues as long as the subgrant recipient retains the property, notwithstanding expiration of this agreement.

13. Ownership of Data and Creative Material

Ownership of material, discoveries, inventions, and results developed, produced, or discovered subordinate to this agreement is governed by the terms of the Office of Justice Programs Financial Guide (as amended), and the U.S. Department of Justice Common Rule for State and Local Governments, or the federal OMB Circular A-110 or A-102, as applicable.

14. Copyright

The awarding agency reserves a royalty-free non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for Federal government purposes:

- a. The copyright in any work developed under an award or subaward, and

- b. Any rights of copyright to which a subgrant recipient or subrecipient purchases ownership with support funded under this grant agreement.

15. Publication or Printing of Reports

The subgrant recipient shall submit for review and approval one copy of any curricula, training materials, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) days prior to the targeted dissemination date.

All materials publicizing or resulting from award activities shall contain the following statements: "This project was supported by Award No. [contact the Office of Criminal Justice Grants for award number] awarded by the Bureau of Justice Assistance, Office of Justice Programs. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice."

16. Audit

- a. Subgrant recipients that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year. The audit shall be performed in accordance with the federal OMB Circular A-133 and other applicable federal law. The contract for this agreement shall be identified in the Schedule of Federal Financial Assistance in the subject audit. The contract shall be identified as federal funds passed through the Florida Department of Law Enforcement and include the contract number, CFDA number, award amount, contract period, funds received and disbursed. When applicable, the subgrant recipient shall submit an annual financial audit that meets the requirements of § 11.45, Fla. Stat. , "Definitions; duties; authorities; reports; rules."; § 215.97, Fla. Stat. , "Florida Single Audit Act"; and Rules of the Auditor General, Chapter 10.550, "Local Governmental Entity Audits" and Chapter 10.650, "Florida Single Audit Act Audits Nonprofit and For-Profit Organizations."
- b. A complete audit report that covers any portion of the effective dates of this agreement must be submitted within 30 days after its completion, but no later than nine (9) months after the audit period. In order to be complete, the submitted report shall include any management letters issued separately and management's written response to all findings, both audit report and management letter findings. Incomplete audit reports will not be accepted by the Department.
- c. The subgrant recipient shall have all audits completed by an Independent Public Accountant (IPA). The IPA shall be either a Certified Public Accountant or a Licensed Public Accountant.
- d. The subgrant recipient shall take appropriate corrective action within six (6) months of the issue date of the audit report in instances of noncompliance with federal laws and regulations.
- e. The subgrant recipient shall ensure that audit working papers are made available to the Department, or its designee, upon request for a period of three (3) years from the date the audit report is issued, unless extended in writing by the Department.
- f. Subgrant recipients that expend less than \$500,000 in Federal awards during a fiscal year are exempt from the audit requirements of OMB Circular A-133 for that fiscal year. In this case, written notification, which can be in the form of the "Certification of Audit Exemption" form, shall be provided to the Department by the Chief Financial Officer, or designee, that the subgrant recipient is exempt. This notice shall be provided to the Department no later than March 1 following the end of the fiscal year.

- g. If this agreement is closed out without an audit, the Department reserves the right to recover any disallowed costs identified in an audit completed after such closeout.
- h. The completed audit report or written notification of audit exemption should be sent to the following address:

Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, Florida 32308

17. Performance of Agreement Provisions

In the event of default, non-compliance or violation of any provision of this agreement by the subgrant recipient, the subgrant recipient's consultants and suppliers, or both, the Department shall impose sanctions it deems appropriate including withholding payments and cancellation, termination, or suspension of the agreement in whole or in part. In such event, the Department shall notify the subgrant recipient of its decision thirty (30) days in advance of the effective date of such sanction. The subgrant recipient shall be paid only for those services satisfactorily performed prior to the effective date of such sanction.

18. Commencement of Project

- a. If a project is not operational within 60 days of the original start date of the award period, the subrecipient must report by letter to the Department the steps taken to initiate the project, the reasons for delay, and the expected start date.
- b. If a project is not operational within 90 days of the original start date of the award period, the subrecipient must submit a second statement to the Department explaining the implementation delay.
- c. Upon receipt of the ninety (90) day letter, the Department shall determine if the reason for delay is justified or shall, at its discretion, unilaterally terminate this agreement and re-obligate subgrant funds to other Department approved projects. The Department, where warranted by extenuating circumstances, may extend the starting date of the project past the ninety (90) day period, but only by formal written adjustment to this agreement.

19. Excusable Delays

- a. Except with respect to defaults of consultants, the subgrant recipient shall not be in default by reason of any failure in performance of this agreement according to its terms (including any failure by the subgrant recipient to make progress in the execution of work hereunder which endangers such performance) if such failure arises out of causes beyond the control and without the fault or negligence of the subgrant recipient. Such causes include, but are not limited to, acts of God or of the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather, but in every case, the failure to perform shall be beyond the control and without the fault or negligence of the subgrant recipient.
- b. If failure to perform is caused by failure of a consultant to perform or make progress, and if such failure arises out of causes beyond the control of subgrant recipient and consultant, and without fault or negligence of either of them, the subgrant recipient shall not be deemed in default, unless:
 - (1) Supplies or services to be furnished by the consultant were obtainable from other sources,

- (2) The Department ordered the subgrant recipient in writing to procure such supplies or services from other sources, and
- (3) The subgrant recipient failed to reasonably comply with such order.
- c. Upon request of the subgrant recipient, the Department shall ascertain the facts and the extent of such failure, and if the Department determines that any failure to perform was occasioned by one or more said causes, the delivery schedule shall be revised accordingly.

20. Written Approval of Changes in this Approved Agreement

- a. Subgrant recipients must obtain prior approval from the Department for major substantive changes such as changes in project activities, target populations, service providers, implementation schedules, project director, and designs or research plans set forth in the approved agreement and for any budget changes that will transfer more than 10% of the total budget between budget categories.
- b. Subgrant recipients may transfer up to 10% of the total budget between current, approved budget categories without prior approval as long as the funds are transferred to an existing line item
- c. Under no circumstances can transfers of funds increase the total budgeted award.

21. Disputes and Appeals

- a. The Department shall make its decision in writing when responding to any disputes, disagreements, or questions of fact arising under this agreement and shall distribute its response to all concerned parties. The subgrant recipient shall proceed diligently with the performance of this agreement according to the Department's decision.
- b. If the subgrant recipient appeals the Department's decision, the appeal also shall be made in writing within twenty-one (21) calendar days to the Department's clerk (agency clerk). The subgrant recipient's right to appeal the Department's decision is contained in § 120, Fla. Stat., and in procedures set forth in Rule 28-106.104, Florida Administrative Code. Failure to appeal within this time frame constitutes a waiver of proceedings under § 120, Fla. Stat.

22. Conferences and Inspection of Work

Conferences may be held at the request of any party to this agreement. At any time, a representative of the Department, of the U.S. Department of Justice, or the Auditor General of the State of Florida, have the right of visiting the project site to monitor, inspect and assess work performed under this agreement.

23. Access To Records

- a. The Department of Law Enforcement, the Auditor General of the State of Florida, the U.S. Department of Justice, the U.S. Comptroller General or any of their duly authorized representatives, shall have access to books, documents, papers and records of the subgrant recipient, implementing agency and contractors for the purpose of audit and examination according to the Financial Guide and the Common Rule.
- b. The Department reserves the right to unilaterally terminate this agreement if the subgrant recipient, implementing agency, or contractor refuses to allow public access to all documents, papers, letters, or other materials subject to provisions of § 119, Fla. Stat. , and

made or received by the subgrant recipient or its contractor in conjunction with this agreement.

- c. The subgrant recipient will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.

24. Retention of Records

The subgrant recipient shall maintain all records and documents for a minimum of three (3) years from the date of the final financial statement and be available for audit and public disclosure upon request of duly authorized persons.

25. Signature Authority

The Subgrant Recipient Authorizing Official or Designated Representative and the Implementing Agency Official, Administrator or Designated Representative, who sign the Signature Page, have the authority to request changes to the approved agreement. The prior mentioned individuals have authority to sign or make amendments to the Sole Source, ADP Justification and the Privacy Certification forms. The Project Director has authority to submit requests for approval of specific travel, and Performance Reports, with the exception of the Financial and Closeout Package, which also requires the signature by the Chief Financial Officer of the Subgrant Recipient or authorized designee.

26. Delegation of Signature Authority

When the authorized official of a subgrant recipient or the implementing agency designates some other person signature authority for him/her, the chief officer or elected official must submit to the Department a letter or resolution indicating the person given signature authority. The letter indicating delegation of signature authority must be signed by the chief officer or elected official and the person receiving signature authority. The letter must also specify the authority being delegated.

27. Personnel Changes

Upon implementation of the project, in the event there is a change in Chief Executive Officers for the Subgrant recipient or Implementing Agency, Project Director, or Contact Person, the Department must be notified in writing with documentation to include appropriate signatures.

28. Background Check

Whenever a background screening for employment or a background security check is required by law for employment, unless otherwise provided by law, the provisions of § 435, Fla. Stat. shall apply.

- a. All positions in programs providing care to children, the developmentally disabled, or vulnerable adults for 15 hours or more per week; all permanent and temporary employee positions of the central abuse hotline; and all persons working under contract who have access to abuse records are deemed to be persons and positions of special trust or responsibility and require employment screening pursuant to § 435, Fla. Stat., using the level 2 standards set forth in that chapter.
- b. All employees in positions designated by law as positions of trust or responsibility shall be required to undergo security background investigations as a condition of employment and continued employment. For the purposes of the subsection, security background investigations shall include, but not be limited to, employment history checks, fingerprinting

for all purposes and checks in this subsection, statewide criminal and juvenile records checks through the Florida Department of Law Enforcement, and federal criminal records checks through the Federal Bureau of Investigation, and may include local criminal records checks through local law enforcement agencies.

- (1) Any person who is required to undergo such a security background investigation and who refuses to cooperate in such investigation or refuses to submit fingerprints shall be disqualified for employment in such position or, if employed, shall be dismissed.
- (2) Such background investigations shall be conducted at the expense of the employing agency or employee. When fingerprinting is required, the fingerprints of the employee or applicant for employment shall be taken by the employing agency or by an authorized law enforcement officer and submitted to the Department of Law Enforcement for processing and forwarding, when requested by the employing agency, to the United States Department of Justice for processing. The employing agency shall reimburse the Department of Law Enforcement for any costs incurred by it in the processing of the fingerprints.

29. Drug Court Projects

A Drug Court Project must comply with § 397.334, Fla. Stat., "Treatment-Based Drug Court Programs."

30. Overtime for Law Enforcement Personnel

Prior to obligating funds from this award to support overtime by law enforcement officers, the U.S. Department of Justice encourages consultation with all allied components of the criminal justice system in the affected jurisdiction. The purpose of this consultation is to anticipate and plan for systemic impacts such as increased court dockets and the need for detention space.

31. Criminal Intelligence System

The subgrant recipient agrees that any information technology system funded or supported by the Office of Justice Programs funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if the Office of Justice Programs determines this regulation to be applicable. Should the Office of Justice Programs determine 28 C.F.R. Part 23 to be applicable, the Office of Justice Programs may, at its discretion, perform audits of the system, as per 28 C.F.R. 23.20(g). Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 42 U.S.C. 3789g(c)-(d). Recipient may not satisfy such a fine with federal funds.

32. Confidential Funds

A signed certification that the project director or the head of the Implementing Agency has read, understands, and agrees to abide by all of the conditions for confidential funds as set forth in the effective edition of the Office of Justice Programs Financial Guide is required from all projects that are involved with confidential funds. The signed certification must be submitted at the time of grant application.

33. Equal Employment Opportunity (EEO)

- a. Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, disability, or age in funded programs or activities. All subgrant recipients and implementing agencies must comply with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. §

5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); and Department of Justice Non-Discrimination Regulations 28 CFR Part 42; see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).

- b. A subgrant recipient or implementing agency must develop an EEO Plan if it has 50 or more employees and it has received any single award of \$25,000 or more from the Department of Justice. The plan must be prepared using the on-line short form at http://www.ojp.usdoj.gov/about/ocr/eeop_comply.htm, must be retained by the subgrant recipient or implementing agency, and must be available for review or audit. The organization must also submit an EEO Certification to FDLE.
- c. If the subgrant recipient or implementing agency is required to prepare an EEO Plan and has received any single award of \$500,000 or more from the Department of Justice, it must submit its plan to the Department of Justice for approval. A copy of the Department of Justice approval letter must be submitted to FDLE. The approval letter expires two years from the date of the letter.
- d. A subgrant recipient or implementing agency is exempt from the EEO Plan requirement if it has fewer than 50 employees or if it does not receive any single award of \$25,000 or more from the Department of Justice or if it is a nonprofit organization, a medical or educational institution, or an Indian Tribe. If an organization is exempt from the EEO Plan requirement, it must submit an EEO Certification to FDLE.
- e. The subgrant recipient and implementing agency acknowledge that failure to comply with EEO Requirements within 60 days of the project start date may result in suspension or termination of funding, until such time as it is in compliance.
- f. In the event a Federal or State court of Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.

34. Americans with Disabilities Act

Subgrant recipients must comply with the requirements of the Americans with Disabilities Act (ADA), Public Law 101-336, which prohibits discrimination by public and private entities on the basis of disability and requires certain accommodations be made with regard to employment (Title I), state and local government services and transportation (Title II), public accommodations (Title III), and telecommunications (Title IV).

35. Immigration and Nationality Act

No public funds will intentionally be awarded to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e), Section 274A(e) of the Immigration and Nationality Act ("INA"). The Department shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the subgrant recipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of this contract by the Department.

36. National Environmental Policy Act (NEPA)

- a. The subgrant recipient agrees to assist FDLE in complying with the NEPA, the National Historic Preservation Act, and other related federal environmental impact analyses

requirements in the use of subgrant funds by the subgrant recipient. This applies to the following new activities whether or not they are being specifically funded with these subgrant funds. That is, it applies as long as the activity is being conducted by the subgrant recipient or any third party and the activity needs to be undertaken in order to use these subgrant funds,

- (1) New construction;
 - (2) Minor renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain;
 - (3) A renovation, lease, or any other proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; and
 - (4) Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or educational environments.
 - (5) Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.
- b. The subgrant recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by the Bureau of Justice Assistance. The subgrant recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed by the Department of Justice, for programs relating to methamphetamine laboratory operations.
- c. For any of a subgrant recipient's existing programs or activities that will be funded by these subgrants, the subgrant recipient, upon specific request from the Department and the U.S. Department of Justice, agrees to cooperate with the Department of Justice in any preparation by Department of Justice of a national or program environmental assessment of that funded program or activity.

37. Non-Procurement, Debarment and Suspension

The subgrant recipient agrees to comply with Executive Order 12549, Debarment and Suspension and 2 CFR 180, "OMB Guidelines To Agencies On Governmentwide Debarment And Suspension (Nonprocurement)" These procedures require the subgrant recipient to certify it shall not enter into any lower tiered covered transaction with a person who is debarred, suspended, declared ineligible or is voluntarily excluded from participating in this covered transaction, unless authorized by the Department. If the subgrant is \$100,000 or more, the subgrant recipient and implementing agency certify that they and their principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- d. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

38. Federal Restrictions on Lobbying

- a. Each subgrant recipient agrees to comply with 28 CFR Part 69, "New Restrictions on Lobbying" and shall file the most current edition of the Certification And Disclosure Form, if applicable, with each submission that initiates consideration of such subgrant recipient for award of federal contract, grant, or cooperative agreement of \$100,000 or more.
- b. This certification is a material representation of fact upon which reliance was placed when this agreement was made. Submission of this certification is a prerequisite to entering into this agreement subject to conditions and penalties imposed by 31 USC 1352. Any person who fails to file the required certification is subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure to file.
- c. As required by 31 USC 1352, and implemented at 28 CFR 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR 69, the applicant certifies that:
 - (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
 - (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
 - (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

39. State Restrictions on Lobbying

In addition to the provisions contained in Item 39, above, the expenditure of funds for the purpose of lobbying the legislature or a state agency is prohibited under this contract.

40. Additional Restrictions on Lobbying

Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of the Office of Justice Programs.

41. "Pay – to – Stay"

Funds from this award may not be used to operate a "pay-to-stay" program in any local jail. Furthermore, no funds may be given to local jails that operate "pay-to-stay" programs. "Local jail," as referenced in this condition, means an adult facility or detention center owned and/or operated by city, county, or municipality. It does not include juvenile detention centers. "Pay-to-stay" programs as referenced in this condition, means a program by which extraordinary services, amenities and/or accommodations, not otherwise available to the general inmate population, may be provided, based upon an offender's apparent ability to pay, such that disparate conditions of confinement are created for the same or similar offenders within a jurisdiction.

42. Mitigation of Health, Safety and Environmental risks dealing with Clandestine Methamphetamine Laboratories

If an award is made to support methamphetamine laboratory operations the subgrant recipient must comply with this condition, which provides for individual site environmental assessment/impact statements as required under the National Environmental Policy Act.

- a. General Requirement: The subgrant recipient agrees to comply with Federal, State, and local environmental, health and safety laws and regulations applicable to the investigation and closure of clandestine methamphetamine laboratories and the removal and disposal of the chemicals, equipment, and wastes used in or resulting from the operation of these laboratories.
- b. Specific Requirements: The subgrant recipient understands and agrees that any program or initiative involving the identification, seizure, or closure of clandestine methamphetamine laboratories can result in adverse health, safety and environmental impacts to (1) the law enforcement and other governmental personnel involved; (2) any residents, occupants, users, and neighbors of the site of a seized clandestine laboratory; (3) the seized laboratory site's immediate and surrounding environment of the site(s) where any remaining chemicals, equipment, and waste from a seized laboratory's operations are placed or come to rest.

Therefore, the subgrant recipient further agrees that in order to avoid or mitigate the possible adverse health, safety and environmental impacts from any of clandestine methamphetamine operations funded under this award, it will (1) include the nine, below listed protective measures or components; (2) provide for their adequate funding to include funding, as necessary, beyond that provided by this award; and (3) implement these protective measures directly throughout the life of the subgrant. In so doing, the subgrant recipient understands that it may implement these protective measures directly through the use of its own resources and staff or may secure the qualified services of other agencies, contractor or other qualified third party.

- (1) Provide medical screening of personnel assigned or to be assigned by the subgrant recipient to the seizure or closure of clandestine methamphetamine laboratories;
- (2) Provide Occupational Safety and Health Administration (OSHA) required initial and refresher training for law enforcement officials and other personnel assigned by the subgrant recipient to either the seizure or closure of clandestine methamphetamine laboratories;
- (3) As determined by their specific duties, equip personnel assigned to the project with OSHA required protective wear and other required safety equipment;
- (4) Assign properly trained personnel to prepare a comprehensive contamination report on each closed laboratory;
- (5) Employ qualified disposal contractors to remove all chemicals and associated

glassware, equipment, and contaminated materials and wastes from the site(s) of each seized clandestine laboratory;

- (6) Dispose of the chemicals, equipment, and contaminated materials and wastes removed from the sites of seized laboratories at properly licensed disposal facilities or, when allowable, properly licensed recycling facilities;
- (7) Monitor the transport, disposal, and recycling components of subparagraphs 5 and 6 immediately above in order to ensure proper compliance;
- (8) Have in place and implement an inter-agency agreement or other form of commitment with a responsible State environmental agency that provides for that agency's (i) timely evaluation of the environmental conditions at and around the site of a closed clandestine laboratory and (ii) coordination with the responsible party, property owner, or others to ensure that any residual contamination is remediated, if necessary, and in accordance with existing State and Federal requirements; and
- (9) Have in place and implement a written agreement with the responsible state or local service agencies to properly respond to any minor, as defined by state law, at the site. This agreement must ensure immediate response by qualified personnel who can (i) respond to the potential health needs of any minor at the site; (ii) take that minor into protective custody unless the minor is criminally involved in the meth lab activities or is subject to arrest for other criminal violations; (iii) ensure immediate medical testing for methamphetamine toxicity; and (iv) arrange for any follow-up medical tests, examinations, or health care made necessary as a result of methamphetamine toxicity.

43. Limited English Proficiency (LEP)

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with LEP. For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at <http://www.lep.gov>.

44. The Coastal Barrier Resources Act

The subgrant recipient will comply and assure the compliance of all contractors with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

45. Enhancement of Security

If funds are used for enhancing security, the subgrant recipient agrees to:

- a. Have an adequate process to assess the impact of any enhancement of a school security measure that is undertaken on the incidence of crime in the geographic area where the enhancement is undertaken.
- b. Conduct such an assessment with respect to each such enhancement; and, submit to the Department the aforementioned assessment in its Final Program Report.

46. Environmental Protection Agency's (EPA) list of Violating Facilities

The subgrant recipient assures that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the Program Purpose are not listed on the EPA's list of

Violating Facilities and that it will notify the Department of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

47. Flood Disaster Protection Act

The subgrant recipient will comply with Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, requiring that the purchase of flood insurance in communities where such insurance is available as a condition of the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified as an area having special flood hazards.

48. National Historic Preservation Act

It will assist the Department (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).

49. Omnibus Crime Control and Safe Streets Act

The subgrant recipient will comply and assure the compliance of all contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act; as appropriate; the provisions of the current edition of the Office of Justice Program Financial and Administrative Guide for Grants; and all other applicable State and Federal laws, orders, circulars, or regulations.

50. Human Research Subjects

Grantee agrees to comply with the requirements of 28 C.F.R. part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

51. National Information Exchange Model specifications

To support public safety and justice information sharing, the Office of Justice Programs requires the grantee to use the National Information Exchange Model (NIEM) specifications and guidelines for this particular grant. Grantee shall publish and make available without restriction all schemas generated as a result of this grant to the component registry as specified in the guidelines. For more information on compliance with this condition, visit <http://www.niem.gov/implementationguide.php>.

52. Reporting, Data Collection and Evaluation

The subgrant recipient agrees to comply with all reporting, data collection and evaluation requirements, as prescribed by the Bureau of Justice Assistance in the program guidance for the Justice Assistance Grant (JAG). Compliance with these requirements will be monitored by the Bureau of Justice Assistance.

53. Privacy Certification

The subgrant recipient agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Grantee further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.

54. State Information Technology Point of Contact

The subgrant recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditures period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the recipient agrees to maintain an administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to <http://www.it.ojp.gov/default.aspx?area=policyAndPractice&page=1046>.

55. Interstate Connectivity

To avoid duplicating existing networks or IT systems in any initiatives funded by the Bureau of Justice Assistance for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the subgrant recipient can demonstrate to the satisfaction of the Bureau of Justice Assistance that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

56. Supplanting

The subgrant recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.

57. Conflict of Interest

The subgrant recipient and implementing agency will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

58. Uniform Relocation Assistance and Real Property Acquisitions Act

The subgrant recipient will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs.

59. Limitations on Government Employees Financed by Federal Assistance

The subgrant recipient will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

60. Equal Treatment for Faith Based Organizations

The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the

"Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith based organizations may, in some circumstances, consider religion as a basis for employment. See http://www.ojp.gov/about/ocr/equal_fbo.htm.

61. Certification for Employees Working Solely on a Single Federal Award

Any project staff that are fully funded by the grant must certify that they worked solely on the grant. The certification must be prepared at least semi annually and must be signed by the employee and by a supervisory official having first hand knowledge of the work performed by the employee.

62. Reporting Potential Fraud, Waste, Abuse, and Similar Misconduct

The subgrant recipient must promptly refer to the Florida Department of Law Enforcement, Office of Criminal Justice Grants any credible evidence that a principal, employee, agent, contractor, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds

63. Task Force Training Requirement

The subgrant recipient agrees that within 120 days of award, for any law enforcement task force funded with these funds, the task force commander, agency executive, task force officers, and other task force members of equivalent rank, will complete required online (internet-based) task force training to be provided free of charge through BJA's Center for Task Force Integrity and Leadership. This training will address task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. Additional information will be provided by BJA regarding the required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 6: Signatures

In witness whereof, the parties affirm they each have read and agree to the conditions set forth in this agreement, have read and understand the agreement in its entirety and have executed this agreement by their duty authorized officers on the date, month and year set out below.

Corrections on this page, including Strikeovers,
whiteout, etc. are not acceptable.

State of Florida
Department of Law Enforcement
Office of Criminal Justice Grants

Signature: _____

Typed Name and Title: _____

Date: _____

Subgrant Recipient
Authorizing Official of Governmental Unit
(Commission Chairman, Mayor, or Designated Representative)

Typed Name of Subgrant Recipient: _____

Signature: _____

Typed Name and Title: _____

Date: _____

Implementing Agency
Official, Administrator or Designated Representative

Typed Name of Implementing Agency: Suwannee County Sheriff's Office

Signature: William O. Farmer Jr.

Typed Name and Title: William O. Farmer Jr Sheriff

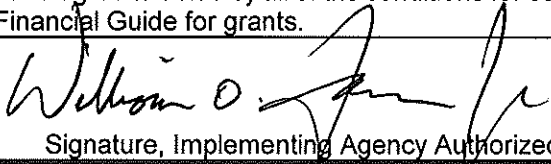
Date: June 16, 2010

CONFIDENTIAL FUNDS CERTIFICATION

Florida Department of Law Enforcement
Edward Byrne Memorial Justice Assistance Grant Program

Certification Regarding Confidential Funds

A signed certification that the project director has read, understands, and agrees to abide by the provisions in Chapter 8 of the Office of Justice Programs' (OJP) Financial Guide is required from all projects that involve confidential funds from either Federal or matching funds. The signed certification must be submitted at the time of the grant application.

(To Be Completed by OCJG)	Project Title:
Project Number:	Sumter County Drug Task Force V
Name of Subgrantee: Sumter County Board of County Commissioners	
Name of Implementing Agency: Sumter County Sheriff's Office Address: 1010 N. Main Street Bushnell, Florida 33513	
Name of Implementing Agency Authorized Official: Sheriff William O. "Bill" Farmer Jr.	Telephone Number: 325-793-0222
This is to certify that I have read, understand, and agree to abide by all of the conditions for confidential funds as set forth in the effective edition of OJP's Financial Guide for grants.	
Date	 Signature, Implementing Agency Authorized Official
DEFINITIONS FOR TYPES OF SPECIAL LAW ENFORCEMENT OPERATIONS	
<ol style="list-style-type: none">1. <u>Purchase of Services (P/S)</u>. This category includes travel or transportation of a non-federal officer or an informant; the lease of an apartment, business front, automobiles, aircraft or boat, or similar effects to create or establish the appearance of affluence; and/or meals, beverages, entertainment and similar expenses (including buy money and flash rolls, etc.) for undercover purposes, within reasonable limits.2. <u>Purchase of Evidence (P/E)</u>. This category is for the purchase of evidence and/or contraband such as narcotics and dangerous drugs, firearms, stolen property, counterfeit tax stamps, etc., required to determine the existence of a crime or to establish the identity of a participant in a crime.3. <u>Purchase of Specific Information (P/I)</u>. This category includes the payment of monies to an informant for specific information. Other informant expenses classified under P/S may be charged accordingly.	

CERTIFICATION FORM

Recipient Name and Address: Sumter County Sheriff's Office 1010 N. Main St. Bushnell FL 33513

Grant Title: Sumter County Drug Task Force V Grant Number: _____ Award Amount: \$85,212.00

Contact Person Name and Title: Juliane P. Day Project Director Phone Number: (352)930225

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R. §§ 42.301-308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete Section A below. Recipients that claim the limited exemption from the submission requirement, must complete Section B below. A recipient should complete *either* Section A or Section B, not both. If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

Section A- Declaration Claiming Complete Exemption from the EEOP Requirement. Please check all the boxes that apply.

- | | |
|--|---|
| <input type="checkbox"/> Recipient has less than 50 employees, | <input type="checkbox"/> Recipient is an Indian tribe, |
| <input type="checkbox"/> Recipient is a non-profit organization, | <input type="checkbox"/> Recipient is an educational institution, or |
| <input type="checkbox"/> Recipient is a medical institution, | <input type="checkbox"/> Recipient is receiving an award less than \$25,000 |

I, _____ [responsible official], certify that _____ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R. §42.302. I further certify that _____ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Print or type Name and Title

Signature

Date

Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Rachel J. Turner [responsible official], certify that the Sumter County Sheriff's Office [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, *et seq.*, subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: Sumter County Sheriff's Office [organization], at 1010 North Main Street Bushnell, Florida 33513 [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

Rachel J. Turner Human Resource Director

Print or type Name and Title

Signature

Date